

MINUTES

DODGE COUNTY LIBRARY PLANNING COMMITTEE

August 28, 2019

1. Call to order, Roll Call and Non-Committee Member County Board Attendance: At 3:01 p.m. Alex Harvancik called the meeting to order. Committee members present were Alex Harvancik, Sue Mevis, Tracy Scheffler, MaryAnn Miller, and Monarch Interim Director Jennifer Chamberlain. Those present introduced themselves. Present were County Clerk Karen Gibson; County Administrator Jim Mielke; Corporation Counsel Kim Nass; Watertown Public Library Director Peg Checkai; Fox Lake Public Library Director Erin Anders; Hustisford Public Library Director Annie Bahringer; Hustisford Library Trustee Mary Beth Gehl; Jack Russell (Hartford) Public Library Director Jennifer Einwalter; Iron Ridge Public Library Director Elizabeth Daniels; Brownsville Library Director Kristen Mielke, and Dodge County Board Supervisor Jeff Caine.
2. Public Comment: There were no public comments.
3. Consideration of Minutes: August 27, 2019: Motion by Miller second by Scheffler to approve the minutes with a correction noting Lori Schultz is a Fox Lake Public Library Board Member and not a staff member and to correct the spelling of Amy Birtell's name. Motion carried.
4. Review Dodge County Plan for Library Services: Discussion regarding adding "or designee" to the planning committee membership. Corporation Counsel suggested adding "or directors or designee" between the words librarians and who in item seven (7) on page nine (9). The committee was in agreement with the suggestion. Discussion on meaning of ex-officio member. Motion by Mevis seconded by Miller to use ex-officio member as specified in Roberts Rules of Order. Motion carried. Discussion about updating the last paragraph on page seven (7) of the plan to reflect the action of the Dodge County Board of Supervisors. Corporation Counsel will update the information. Corporation Counsel Nass stated the changes that were made were not substantive in nature therefore the plan would not need to go back to the County Board for approval. Motion by Scheffler second by Miller to adopt the plan with the changes indicated. Motion carried.
5. Review and Discuss County Reimbursement for Library Services for 2020: County Administrator Mielke discussed the 2020 budget and recommended the reimbursement rate for Dodge County libraries be set at 88.75% for 2020. Mr. Mielke stated the County commitment remains at continuing with an increase each year until a 100% reimbursement rate is reached. Motion by Scheffler second by Mevis to set the reimbursement rate at 88.75% for 2020 for Dodge County Libraries. Motion carried. The librarians agreed that libraries can do more because of the increase in funding, directly improving the services to rural patrons and the librarians thanked the County for keeping the goal of getting to a reimbursement rate of 100%.
6. Review and Discuss Juneau Public Library Grant Request: Motion by Mevis, second by Scheffler to provide a \$1,000 grant to the Juneau Public Library for their use in obtaining large print books and other materials to meet the needs of the residents at Clearview. Motion carried.
7. Report on Monarch Library System Activities: Interim Director, Jennifer Chamberlain, provided an oral report to the committee on the activities the system has been involved with. She also reviewed some of the services the system provides as well as recent trends the libraries are seeing. There was discussion about the possible closing of the Lowell library.
8. Determine Next Meeting Date & Time: The next meeting of the Dodge County Library Planning Committee will be Wednesday, August 26, 2020 at 3:00 p.m. in rooms 1H & 1I of the Dodge County Administration Building.
9. Adjourn: Motion by Mevis, second by Schleffler to adjourn. Motion carried. Time: 4:03 p.m.

Karen J. Gibson
recording secretary

Alexandra Harvancik